

PROGRAM Standard Operating Procedure – Laboratory Services

Title: MIC82100 – BioFire Torch Maintenance	Policy Number:
Program Name: Laboratory Services	
Applicable Domain: Epidemic/Pandemic	
Additional Domain(s): Lab, DI and Pharmacy Services	
Effective Date:	Next Review Date:
Issuing Authority: Director of Health Services	Date Approved:
Accreditation Canada Applicable Standard: N/A	

GUIDING PRINCIPLE:

Decontamination and cleaning procedures are intended to limit spread of contaminants. Decontamination is necessary to prevent false-positive results in testing runs.

PURPOSE/RATIONALE:

This standard operating procedure describes the daily, monthly, and as-required maintenance requirements for the BioFire Torch.

SCOPE/APPLICABILITY:

This procedure applies to Medical Laboratory Technologists (MLTs) processing specimens using the BioFire Torch.

REAGENTS and/or MEDIA:

- 10% sodium hypochlorite solution (prepared within 1 day)
- Distilled water
- Accel TB wipes

SUPPLIES:

- Paper towels
- Gauze squares
- Fan filters

EQUIPMENT

- BioFire Torch

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SPECIAL SAFETY PRECAUTIONS:

Containment Level 2 facilities, equipment, and operational practices for work involving infectious or potential infectious materials or cultures.

- Ensure that appropriate hand hygiene practices be used.
- Lab gown must be worn when performing activities with potential pathogens.
- Gloves must be worn when direct skin contact with infected materials is unavoidable.
- Eye protection must be used when there is a known or potential risk of exposure of splashes.
- All procedures that may produce aerosols or involve high concentrations or large volumes should be conducted in a biological safety cabinet (BSC).
- The use of needles, syringes and other sharp objects should be strictly limited.

All patient specimens are assumed to be potentially infectious. Routine Practices must be followed. Since viable micro-organisms are used, all cultures must be handled with appropriate precautions. All equipment in contact with cultures should be decontaminated by appropriate methods.

QUALITY CONTROL:

- Record all actions and results of maintenance checks on MIC82110-Maintenance Record-BioFire

PROCEDURE INSTRUCTIONS:

Step	Action
Daily BioFire Torch Maintenance	
1	Disinfect work area: <ul style="list-style-type: none">• Thoroughly wipe all interior surfaces of the biosafety cabinet, chair, refrigerator, keyboard, and the bench tops with Accel TB wipes
2	Check printer paper: <ul style="list-style-type: none">• Add paper to the printer if required

Step	Action
Monthly BioFire Torch Maintenance	
1	Disinfect BioFire Torch surfaces: <ul style="list-style-type: none">• Dampen gauze square with the 10% sodium hypochlorite solution and gently wipe down the top and sides of the instrument• Dampen a paper towel with tap water and wipe the surfaces. Repeat a second time with new paper towel
2	Disinfect BioFire Torch display screen: <ul style="list-style-type: none">• Put Screen in Cleaning Mode before wiping the screen:<ul style="list-style-type: none">➢ On the toolbar, select Settings then select Switch to Cleaning Mode• Screen will display a timer for 30 seconds• Dampen gauze square with the 10% sodium hypochlorite solution and gently wipe the surface of the screen

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	<ul style="list-style-type: none"> Dampen gauze square with tap water and wipe the screen Repeat a second time with new gauze square If the timer runs out, select Switch to Cleaning Mode again to continue
3	<p>Disinfect BioFire Torch Module Covers:</p> <ul style="list-style-type: none"> Dampen gauze square with the 10% sodium hypochlorite solution and gently wipe down the surface of all the module covers <p>NOTE: Do not wipe into the module loading area, only wipe the surface</p> <ul style="list-style-type: none"> Dampen a paper towel with tap water and wipe the surfaces Repeat a second time with new paper towel
4	<p>Change and clean fan filters:</p> <ul style="list-style-type: none"> Gently remove the module covers For each filter, remove and replace with a clean, dry filter Wash the dirty filter in running tap water to remove dust buildup Allow to dry before storing When dry, return to the plastic bag and store in the top drawer on TB bench
5	<p>Archive tests:</p> <ul style="list-style-type: none"> Insert the correct removable drive into the USB port on the front of the System Base Select the Settings menu from the tool bar Select Archive. The Archive Log will display the current status of archives and a log of all previous archiving tasks Select Archive Runs to display a calendar Select the current day from the calendar <p>NOTE: If more than 100 runs are selected, archived runs are sorted into files containing 100 runs each</p> <ul style="list-style-type: none"> Select Next to choose the location and file name for the archive runs <p>NOTE: By default, runs are saved to a file with the extension .faz. File names default to a name containing the date parameter and the name of the System Base being used</p> <ul style="list-style-type: none"> Select Yes to launch the archiving process. The date and time of the start will be recorded in the Archive Log <p>NOTE: The software verifies that all runs have been saved to the file and then deletes each run</p> <ul style="list-style-type: none"> Remove the removable drive on which the .faz file was saved for the System Base and store in top drawer on TB bench

Step	Action
As-Required BioFire Torch Maintenance	
1	<p>Switching to Admin Mode:</p> <ul style="list-style-type: none"> Select the Settings menu from the tool bar Select Switch to Admin Mode The Windows username is LabAdmin and password is Lab_Admin Admin Mode tasks are specific to the Windows application; and include installing printers, updating software, and applying security patches. <p>NOTE: Do not perform administrative tasks on the System Base while a run is in progress on any Module</p>

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2	<p>Decontamination related to pouch leakage:</p> <ul style="list-style-type: none">• Put on clean PPE, such as gown and gloves• Ensure no one uses the BioFire Module or potentially contaminated areas until the decontamination is complete• Decontaminate the BioFire Module and work area:<ul style="list-style-type: none">➢ Dispose of leaking pouch in a biohazard container➢ Dispose of potentially contaminated gloves and put on clean gloves➢ Dispose of the potentially contaminated lab gown• Wet a paper towel with the 10% bleach solution and wipe all exterior surfaces of the BioFire Torch, including the bottom and the bench top where the BioFire Module had contact• Let stand for at least 3 minutes to allow the bleach solution to react with any contaminants. Discard paper towel in biohazard waste. Change gloves <p>NOTE: When cleaning the touch screen, put the instrument into Cleaning Mode</p> <p>CAUTION: The interior of the pouch slot and Module(s) should not be cleaned. Do not spray or insert any cleaning materials into the Module</p> <ul style="list-style-type: none">• Repeat twice with fresh paper towels for a total of three bleach wipes• Change gloves, then wet a new paper towel with distilled water and wipe all exterior surfaces of the instrument. Dispose of paper towel in biohazard waste. Change gloves• Repeat with a new paper towel• Remove Module front cover. Repeat for inner front cover surfaces and pouch slots
3	<p>Check Function of Decontaminated BioFire Module:</p> <ul style="list-style-type: none">• Test a negative sample by preparing a pouch using water as the sample• If the run is successful and all results are negative, continue using the Module as normal• If unexpected positive results are obtained, contact bioMérieux

CROSS-REFERENCES:

- MIC82110-Maintenance Record-BioFire Torch

REFERENCES:

1. BioFire FilmArray Torch Operator's Manual, HTFA-PRT-0001-05, March 2020

APPROVAL:

Date

REVISION HISTORY:

REVISION	DATE	Description of Change	REQUESTED BY
1.0	10 Aug 20	Initial Release	L. Steven
2.0	28 Apr 21	Changed maintenance to change wiping of instruments to monthly from daily	L. Steven
3.0	17 Oct 22	Procedure reviewed	L. Steven

DRAFT

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